



CITY OF

**EAU
CLAIRE**

**EAU CLAIRE LANDLORD
SUPPORT PROGRAM**

RISK MITIGATION FUND (RMF)

Eligibility

Only Landlords confirmed by the EC-LSP as participating in the LSP program² are eligible to apply for Risk Mitigation Funds, per the policies and procedures described below.

Covered Costs

Risk Mitigation Funds will only be used to:

1. Reimburse an LSP Landlord for repair costs for damages to a unit that are determined to:
 - a. be greater than the sum of the LSP Tenant's security deposit³; and
 - b. go beyond what is considered to be "normal wear and tear"; and
 - c. be caused by the LSP Tenant or their guest(s); and
 - d. be outside of the LSP Landlord's responsibility, as specified in the lease.
2. Reimburse an LSP Landlord for up to two months lost rent (after other sources such as initial deposit and/or provider agency rent coverage [if applicable] are exhausted), in the event that an LSP Tenant breaks the lease and abandons the unit; or fails to pay rent.

This provision does not exempt a Landlord from their duty to mitigate rental losses by taking reasonable steps to re-lease the property as soon as possible.

Limitations

Reimbursement from the RMF is limited to a maximum of \$3,000 (per lease term⁴), regardless of actual or estimated cost to the LSP Landlord.

Applying for Mitigation Funds

If, based on the criteria above, an EC-LSP Landlord believes he or she is eligible for Risk Mitigation Funds, the application process is as follows:

- . 1) Submit an initial Request for Risk Mitigation Funds via the website:
<https://www.eauclairewi.gov/government/our-divisions/housing/housing-authority>
- . 2) Case Manager will review the RMF application and contact LSP Landlord within three business days.
- . 3) The Case Manager and the LSP Landlord will make a plan to carry out next steps (below).

Confirmation of Risk Mitigation Funds

For Damages to Unit:

- . 1) On-site inspection of the damage to the unit by the Case Manager, LSP Landlord, and conducted jointly with all available parties;
- . 2) Case Manager contacts LSP Tenant to help determine cause of damage;

In the event that the LSP Tenant is unreachable or refuses to speak to the Case Manager, the cause of the damage will presumptively be attributed to the LSP Tenant, UNLESS it is clearly determined that the damage could not have been caused by the LSP Tenant (e.g., a leak from the apartment above that damages the unit's ceiling).

- . 3) LSP Landlord to obtain two estimates for cost of repair to the unit and submit to the Case Manager;
- . 4) Calculation and approval of funds to be issued.

For Non-Payment of Rent:

- . 1) Written record of non-payment of rent, provided by the LSP Landlord;
- . 2) LSP contact with LSP Tenant, if possible, to review rental payment history;
- . 3) Calculation and approval of funds to be issued.

Issuance of Mitigation Funds

After a request for payment of Risk Mitigation Funds is approved, the EC-LSP fiscal agent, The Community Table, will issue a check to the Landlord within seven days, if practical.

Grieving Denial of Mitigation Funds

Landlords may appeal the denial of risk mitigation funds by filing a written appeal within 10 business days of the issuance of the determination. The appeal shall be filed to City of Eau Claire Community Development Director or his or her designee.

Appeals will be heard by the Advisory Committee of the Dairyland Housing Coalition at their regular monthly meeting, or by other persons designated by the City of Eau Claire Community Development Director, within 20 business days if practicable. The sole issue reviewable on appeal is whether the landlord provided sufficient evidence demonstrating entitlement to risk mitigation funds.

This process may be modified as needed due to its nature as a pilot program.

⁴For example: Tenant A has a one-year lease. In month three, RMF funds are issued for \$1,000 in damages. In month seven, RMF funds are issued for \$2,000 in damages. The RMF limit of \$3,000 has been reached for this lease term, and therefore any subsequent damages during the lease term are not eligible for RMF reimbursement.

APPENDIX A

Purpose

Eau Claire Landlord Support Program

Confirmation of Eligibility for Risk Mitigation Fund

The purpose of EC-LSP's Risk Mitigation Fund (RMF) is to increase the number of rental opportunities for households enrolled in the Eau Claire Landlord Support Program⁶. The RMF is designed to reduce the risk (perceived or actual) posed to a landlord by virtue of the landlord agreeing to rent to an EC-LSP Tenant, who may have a poor rental history and/or other barriers that traditionally may be considered grounds to decline a rental application.

Confirmation of EC-LSP Client

DATE:

{Agency Name} is the service provider for

{Client Name}, who is enrolled in the Eau Claire Landlord Support Program (EC-LSP). By virtue of renting to this EC-LSP Tenant,

{Name of Landlord} is eligible for EC-LSP Risk Mitigation Funds (RMF), per the LSP RMF Policy (attached).

⁶ The term "Landlord" includes a property manager, who may apply for the RMF as an agent of the Landlord.